



PERSON SPECIFICATION

Job Title:	Head Teacher	Job Number:	
Directorate:	Coventry City Council	Post Number:	
Service:	Services for Schools	Grade:	LHT
Location:	Whitley Abbey Primary School		

Qualifications

- Qualified teacher status
- NPQH or evidence of further continuous professional development relating to school leadership and management and curriculum/teaching and learning

Experience

- Recent successful senior leadership experience as a Head teacher or Deputy within the primary phase
- Successful experience of leading one or more whole school areas
- Successful teaching experience

Professional development

- Evidence of continuing professional development relating to school leadership and management, and curriculum/teaching and learning
- Experience of leading the professional development of others

Strategic leadership

- Ability to articulate and lead on values and vision of primary education
- Evidence of having successfully translated vision into reality at whole-school level
- Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement
- Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these
- Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils
- Understanding of and commitment to promoting and safeguarding the welfare of pupils

- Experience of, and commitment to, developing links with other schools, agencies and parents

Teaching and learning

- Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils across the 3 key stages
- A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning
- Experience of effective monitoring and evaluation of teaching and learning and ability to devise support and improvement plans where appropriate
- Secure knowledge of statutory requirements relating to the curriculum and assessment
- Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management

Leading and managing staff

- Successful experience of working in and leading staff teams
- Ability to delegate work and support colleagues in undertaking responsibilities
- Successful experience of performance management and supporting the continuing professional development of colleagues
- Successful experience of working with governors to enable them to fulfil whole-school responsibilities
- Understanding successfully of how financial and resource management enable a school to achieve its educational priorities

Accountability

- Ability to communicate effectively, orally and in writing to a range of audiences - e.g. staff, pupils, parents, governors and community
- Experience of effective whole-school self-evaluation and successful improvement strategies
- Ability to provide clear information and advice to staff and governors

Skills, qualities and abilities

- High quality teaching skills
- Strong commitment to school improvement by raising achievement for all through development of the whole child
- Ability to build and maintain good, supportive and challenging relationships
- Ability to organise work, prioritise tasks, make decisions and manage time effectively
- Good communication skills
- An ability to foster a culture of respect and openness

- A commitment to work in a collaborative way and not be afraid to ask for help

References Unequivocal recommendation in professional references